

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
SEPTEMBER 21, 2015**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, September 21, 2015.

The meeting was called to order by Chairman Rick Stradtner.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Rick Stradtner – Chairman
Doug Schulte – Vice Chairman
Roger Seng – Secretary
Alex Emmons – Wastewater Commissioner
Wayne Schuetter – Electric Commissioner
Keith Masterson – Gas Commissioner
Dave Hurst – Water Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger – General Manager
Ashley Kiefer – Office Manager

ABSENT:

Renee Kabrick – City Attorney

PLEDGE OF ALLEGIANCE (DVD-00:44)

Chairman Rick Stradtner led the Pledge of Allegiance.

QUOTE OPENING: BATTERY IMPEDANCE TESTER- ELEC. DISTRIBUTION
(DVD-01:07)

Bud Hauersperger opened the quotes and read them aloud as follows:

- | | |
|---|------------|
| 1. Megger
Dallas, TX | \$7,385.00 |
| 2. Sierra Utility Sales
Santa Cruz, CA | \$8,452.50 |
| 3. CBM
Kansas City, MO | \$7,760.00 |

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation and an Affidavit Regarding Non-responsibility.

Jerry Schitter asked for the Board's permission to accept the low quote from Megger for \$7,385, pending the review of the specifications.

Wayne Schuetter made a motion to accept the low quote from Megger for \$7,385 for the battery impedance tester, pending the review of the specifications. Alex Emmons seconded the motion. Motion approved, 7-0.

QUOTE OPENING: SEWER RELINING – WASTEWATER (DVD-07:07)

Bud Hauersperger opened the quotes and read them aloud as follows:

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|----------------------|-------------------------------|
| 1. Insituform | \$53,849.20 |
| Chesterfield, MO | \$13,736.20 (Alternate quote) |
| 2. Layne Inliner LLC | \$63,520.00 |
| Orleans, IN | \$ 9,000.00 (Alternate quote) |

All quotes included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation and an Affidavit Regarding Non-responsibility.

Ed Hollinden stated that three requests for quotes were sent out, but only two were received. He also explained the alternate quote was for a point repair that was too deep to repair ourselves. The plan is to do as much relining as possible, up to \$100,000. Hollinden asked for the Board's permission to take the quotes under advisement and report back to the Board at the October meeting. The quote will be reviewed with the City Engineer, Chad Hurm.

Wayne Schuetter made a motion to give Hollinden permission to take the quotes under advisement for the sewer relining for the Wastewater Department. Doug Schulte seconded the motion. Motion approved, 7-0.

QUOTE OPENING: MANHOLE RELINING – WASTEWATER (DVD-17:07)

Bud Hauersperger opened the quotes and read them aloud as follows:

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|----------------------------|---------------------|
| 1. Red Horse, Inc. | \$395/vertical foot |
| Stoughton, WI | |
| 2. Spectra Tech | \$240/vertical foot |
| Noblesville, IN | |
| 3. Advanced Rehabilitation | \$300/vertical foot |
| Bryan, OH | |

The quotes from Spectra Tech and Advanced Rehabilitation included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation and an Affidavit Regarding Non-responsibility. The quote from Red Horse, Inc. only included a Non-Collusion Affidavit and the Affirmation Regarding Non-responsibility.

Hollinden asked for the Board's permission to proceed with the low quote from Spectra Tech as long as all specifications are met.

Alex Emmons made a motion to accept the low quote from Spectra Tech for \$240 per vertical foot for manhole relining for the Wastewater Department, pending all specifications being met. Keith Masterson seconded the motion. Motion approved, 7-0.

APPROVAL OF MINUTES (DVD-21:18)

Chairman Rick Stradtner presented the minutes of the August 17, 2015 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Wayne Schuetter made a motion to approve the minutes of the meeting as presented. Dave Hurst seconded the motion. Motion approved, 7-0.

RENEW SOFTWARE AGREEMENT WITH CGA FOR SCADA SOFTWARE UPDATES & SERVICE SUPPORT (DVD-21:55)

Jerry Schitter informed the Board that he received the annual renewal from CGA for the SCADA software. The renewal includes technical support and software updates; it also includes a price break on training. The annual renewal cost is \$6,847, which is the same amount as last year's price.

Wayne Schuetter made a motion to accept the annual renewal for the SCADA software updates and service support from CGA for \$6,847. Roger Seng seconded the motion. Motion approved, 7-0.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-24:10)

Wayne Schuetter, Chairman of the Electric Planning Committee, stated the committee did not meet during the past month.

DECLARE ITEMS AS SURPLUS FOR DISPOSAL – TWO (2) VERSAPROBES (ASSET #'S 06TF002448 & 06TF003100) & MARLOW-WATSON PUMP (ASSET #06TE06809) (DVD-24:15)

Ernie Hinkle informed the Board that two (2) Versaprobes (asset #'s 06TF002448 and 06TF003100) and one (1) Marlow-Watson pump (asset #06TE006809) are now obsolete and need to be declared surplus and scrapped.

Doug Schulte made a motion to declare two (2) Versaprobes (asset #'s 06TF002448 and 06TF003100) and one (1) Marlow-Watson pump (asset #06TE006809) as surplus and scrap. Keith Masterson seconded the motion. Motion approved, 7-0.

CHEMICAL BIDS FOR FILTRATION PLANT WILL BE SENT OUT IN OCTOBER
(DVD-26:17)

Ernie Hinkle informed the Board that the chemical bids for the Filtration plant will be sent out in October.

GAS HEDGE (DVD-26:35)

Ernie Hinkle presented the Board with a proposed five year winter hedge from Utility Gas Management (UGM) for the purchase of natural gas on both the ANR and TETCO pipelines. This five year hedge is based on 30% of the utility's average for delivery quantities for the months of October thru March. Normally the winter hedge agreement is for one year. UGM feels prices could rise sharply and is proposing a five year hedge agreement at this time. UGM anticipates this hedge to be under, if not well under, \$3.50 per dekatherm for most, if not all, months throughout the entire five year period.

Bud Hauersperger and Attorney Kabrick have reviewed the agreement and do approve with the amendment to the natural gas management agreement with UGM.

Alex Emmons made a motion to approve the amendment from UGM for the five year winter hedge for natural gas. Roger Seng seconded the motion. Motion approved, 7-0.

WHODERVILLE PROJECT (DVD-33:48)

Ernie Hinkle informed the Board that all residential gas mains in the Whoderville area should be installed by the end of this week. All residents in the area that wanted gas service will now be able to hook up. The residents are bearing the full cost of the project. The total project cost will be re-evaluated in December, and monthly charges adjusted accordingly.

Hinkle stated that they still need to run 350 feet of gas main to connect to the main on University Drive. The Gas Department is installing this portion of the gas main at the department's cost in order to have a loop feed for the area.

GAS PLANNING COMMITTEE REPORT (DVD-35:22)

Keith Masterson, Chairman of the Gas Planning Committee, stated that the committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-35:28)

Dave Hurst, Chairman of the Water Planning Committee, stated the committee did not meet during the past month.

RESULTS OF QUOTE OPENING ON COLLECTION DEPT SERVICE TRUCK (DVD-35:33)

Ed Hollinden informed the Board that Bob Luegers Motors was the low quote in the amount of \$25,536 for the Collection Department service truck. The quote did meet all specifications. Hollinden asked for the Board's permission to purchase the truck from Bob Luegers Motors.

Hollinden also stated that asset #07TR004163 would be used as a trade-in on the purchase of the new truck.

Keith Masterson made a motion to give Hollinden permission to purchase the Collection Department service truck from Bob Luegers Motors for \$25,536, and to retire asset #07TR004163. Alex Emmons seconded the motion. Motion approved, 7-0.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-37:32)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

RESOLUTION RECOMMENDING SALARIES & WAGES FOR 2016 (DVD-37:47)

Bud Hauersperger presented the Board with Resolution #USB 2015-5, recommending salaries and wages for Utility employees for the year 2016. Hauersperger stated that the proposed increase is 1.5% for full-time salaried and hourly positions.

Doug Schulte made a motion to approve Resolution #USB 2015-5. Dave Hurst seconded the motion. Motion approved, 7-0.

BEAVER LAKE SPILLWAY ELEVATION PROJECT UPDATE (DVD-40:03)

Hauersperger stated that the Beaver Lake spillway elevation project was approved and has begun. The City began to lower the lake water levels the day after Labor Day. Hauersperger stated that additional valves were opened to drain the water more quickly due to a slow start. Krempp Construction is in the process of evaluating construction options at this time. Later this week Knies Construction may begin earth work on the project.

Hauersperger stated that next week they will begin cutting off the dam. The construction has started, which is being done to raise the spillway/water level 11 inches. The elevation changes are based on what Brad Popp and the Friends of Beaver Lake requested. Hauersperger stated that this project will take approximately 120 days to complete and no changes will be able to be made after it gets started. Hauersperger urges Beaver Lake property owners and renters that have questions or concerns about the new water levels to contact him immediately, before the project begins next week.

Chairman Stradtner reminded the Board that the Water Utility will contribute \$50,000 to the spillway elevation project and no loan from the Utilities was needed for additional funding.

PHONE SYSTEM/SERVER PROJECT UPDATE (DVD-45:23)

Hauersperger informed the Board that the Request for Proposals (RFP's) for the server configuration were over budget. This is being evaluated and we will possibly be sending out new RFP's in the near future.

Hauersperger stated that the wiring for the new phone system is almost complete at City Hall and the Police Station; other Departments will follow. The equipment has been ordered and

installation may begin as early as this week. Completion for the phone system is estimated to be around December.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-46:24)

Roger Seng reported that the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Dave Hurst made a motion to approve the claims as presented. Wayne Schuetter seconded the motion. Motion approved, 7-0.

ADDITIONAL FUNDS FOR COMPLETION OF UNIFIED DEVELOPMENT ORDINANCE (DVD-47:20)

Darla Blazey, Director of Community Development and Planning, informed the Board on the status of the proposed Unified Development Ordinance. The new Ordinance will be a combination of the City's current Zoning Ordinance and the Subdivision Control Ordinance. Blazey stated that the merging of the Ordinances has been worked on for the past 18 months and is adopted from the City's Comprehensive Plan work. Blazey also stated that they are working on updating the zoning map.

The City is working with a group out of Indianapolis called The Planning Workshop and a group named Ratio, which helped the City with its Comprehensive Plan. Ratio is now taking over the remaining workload, due to a serious illness within The Planning Workshop. Blazey is very confident that Ratio will be able to complete the new Ordinance. There are twelve chapters to the Ordinance; three chapters are left to be finished.

Ratio is requiring an additional fee to finish the chapters. Blazey asked the Utility Service Board for \$3,000 to help with the additional expenses, which is 30% of the additional total. Blazey stated that they have also asked the Board of Public Works for additional funding.

Wayne Schuetter stated that he feels the cost is justified; this Ordinance will affect the Utilities. Blazey stated that a draft of the document will be available to all Board members and Department Heads. A Public Hearing will also be scheduled regarding the Ordinance and all are welcome to attend. The Ordinance will then go to the Planning Commission and then to the City Council for final approval.

Wayne Schuetter made a motion to approve the additional funds of \$3,000 to Ratio to complete the Unified Development Ordinance. Doug Schulte seconded the motion. Motion approved, 7-0.

There being no further business to come before the Board, the meeting was adjourned at 7:53PM upon motion by Alex Emmons and second by Keith Masterson. Motion approved, 7-0.

The minutes were hereby approved _____ with X without corrections this _____ day of _____, 2015.

Attest: _____
Secretary Chairman